

## **REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES**

The City of Bruce requests proposals from qualified firms or individuals to provide engineering services for work related to an application for a building rehabilitation project with potential funding from: HUD - Community Development Block Grant Public Facilities, Appalachian Regional Commission, USDA and/or other federal funding agencies. This Request for Proposal includes the preparation of a preliminary cost estimate to be used in the application and project engineering services if the project is awarded. You are invited to submit a proposal, in accordance with this request to the City of Bruce no later than 3:00 p.m. on April 18, 2022, at 100 Public Square or Post Office Box 667, Bruce, Mississippi 38915.

The Engineer will be responsible for performing all engineering services through project closeout in accordance with federal, state, and local laws, regulations and policies. The scope of work includes but is not limited the following: 1) prepare preliminary cost estimate and preliminary engineering report; and if grant is awarded 2) prepare plans and specifications, 3) distribute bid documents, 4) assist in bid opening and prepare bid tabulation, 5) assist in the execution of construction contracts, 6) hold preconstruction conference, and 7) perform construction inspection including periodic reports to the City of Bruce and approve all payment requests.

The City of Bruce is an Equal Opportunity Employer. The City of Bruce encourages Minority owned Business Enterprises (MBEs) and Woman owned Business Enterprises (WBEs) to submit proposals. The City of Bruce also encourages Section 3 eligible businesses to submit proposals. Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 17010) requires, to the greatest extent feasible, that The City of Bruce and its contractors that participate in the above referenced Program give opportunities for job training and employment to lower income residents of The City of Bruce. Section 3 also requires that contracts for work in connection with the Section 3 area be awarded to Section 3 eligible business concerns.

All proposals must be submitted in a sealed envelope and marked with the following language: "Proposal for Engineering Services." Proposals will be evaluated on the following factors: Qualifications, (40 points), Experience (40 points) and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail:

Qualifications – List of qualifications of person to be assigned to project;

Experience – Information regarding the firm's experience and the projects previously undertaken, including the type and amount of grants awarded, the projects activities, and the status of projects;

Capacity for Performance – Identify the number and title of staff assigned to provide services.

The City of Bruce will evaluate each proposal. They may hold proposals for a period of not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals. The City of Bruce reserves the right to reject and/or all proposals.

Subject to grant award and the removal of all environmental conditions, The City of Bruce will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to The City of Bruce, price and other factors considered. The contract will include scope and extent of work and other essential requirements. An individual contract will be executed for the awarded project and the contract will be on a fixed price basis. The City of Bruce has the authority to terminate the selection at any time.



---

**Please publish on Wednesday, March 30, 2022, and Wednesday, April 6, 2022.**

**Note: Please send certified proofs of publication to:**

**Bonnie Childs  
Three Rivers PDD  
Post Office Box 690  
Pontotoc, Mississippi 38863**

**City of Bruce  
Attn: Rita Talford, Clerk  
Post Office Box 667  
Bruce, Mississippi 38915**

**Bill to: City of Bruce**